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Date: 6/6/2018 7:14:41 AM
Subject: Assessment Center Update Meeting Request

Good Morning,

Mayor Luttrell has requested that we schedule a meeting with a few identified key operating partners to meet to discuss some next steps in the beginning phases of the assessment center development and operation. We have made some significant progress with key legislation that has been passed, as well as a budget that is currently being considered before the Shelby County Board of Commissioners. We also have had some significant discussions around identified space for the initial start of the assessment center. As such it is important to make some decisions about how we will need to move forward to begin work on July 1st.

We would like to look at either Monday June 11th at 1pm or Tuesday June 12th at 4pm for the meeting here in our offices at the Shelby County Administration building. Please let me know as soon as possible your availability for either of these times so that we can get it scheduled.

We are slowly, but surely moving this forward and look forward to meeting with each of you soon.



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